Port Allegany School District

BOARD OF SCHOOL DIRECTORS
Committee of the Whole Meeting

May 4, 2026
High School Library

The Port Allegany School District Board of Directors met in executive session for personnel matters from 6:30 p.m. to 7:45 p.m.

Committee of the Whole meeting - 7:00 p.m.

MINUTES

Mr. Ernst called the meeting to order at 7:47 p.m. in the high school library with a moment of silence and the flag salute. Ms. Plumstead called the roll.

Board Present: Mrs. Erica Babcock, Mrs. Barbara Delacour, Mr. Christopher Ernst, Mr. Justin Fillhart, Mr. Alex Johnson, Mr. Jason Stake and Mr. Marc Budd

Board Absent: Mr. Sean Lathrop, Mrs. Erica Petruzzi and Mrs. Ink Young

Others Present: Acting High School Principal Toncha Barber and Acting High School Principal Tracy Kio, Business Manager Adam Moate, Assistant Principal Kathleen Bostjancic, Elementary Principal Greg Oliver, Andrew Krellner, Crystal Drew, Laura Alfieri, Kari Stake, Tabatha Dart, Bethany Mealy and Sara Bishel

Public Comment

No public comment.

Committee Reports

Christopher Ernst, Intermediate Unit Nine Board of Directors representative had nothing to report.

Alex Johnson, Seneca Highlands CTC General Advisory Board representative, had nothing to report.

Due to the PSBA Legislative Representative position being vacant, there was nothing to report.

Minutes of Proceeding Meetings

Approved the minutes from the April 13, 2026 regular meeting. Motion: Mr. Stake; Second: Mrs. Babcock. The motion passed.

Approved the minutes from the April 22, 2026 special meeting. Motion: Mrs. Babcock; Second:

Mr. Fillhart. The motion passed.

Superintendent's Report

Mr. Budd asked Mrs. Sara Bishel to discuss the upcoming French Club trip. Mrs. Bishel stated the French Club will be traveling to Quebec and Montreal, Canada from May 24, 2026 through May 27, 2026. Mrs. Carri Madison will also be attending as a chaperone. She stated the students will get to experience so much history, including seeing several cathedrals, enjoy the cuisine, and use the metro system all while using the French they have learned. Mrs. Bishel stated this is a great opportunity for the students.

Due to meeting length, Mr. Budd offered Mrs. Kari Stake to present the proposed 2026–2027 cafeteria budget early so she could vacate the meeting if she wished. Mrs. Stake stated the budget is based on 179 breakfast and lunch service days and a projected enrollment of 878 students. The district will continue participation in the Community Eligibility Provision, providing free meals to all students. A slight decrease in revenue is anticipated due to lower enrollment, impacting à la carte and adult sales. Federal reimbursements remain a primary revenue source. Projected increases include 5% for food costs, 7% for paper and cleaning supplies, and 2.7% for administrative fees. Expenses also reflect staffing updates, including the addition of a part-time position and inclusion of summer program wages. The proposed budget reflects a projected profit of $88,804.49.

Mr. Budd provided an overview of the preliminary budget. He reviewed the district's preliminary budget by function codes and object codes. Mr. Budd read through a summary of these codes including regular education, special education, vocational and other instructional programs. As well as multiple support services, transportation services, maintenance, student activities, community and debt services, fund transfers and budgetary reserves. Mr. Budd stated the anticipated operating budget for the 2026-2027 school year is $21,990,967.00 allocating $200,000.00 for unforeseen expenses. The budget shows a $1,262,336.00 deficit. Mr. Budd explained the district's budget conservatively and this would be a worst case scenario.

Mr. Budd reviewed the IU9 special education support services agreement for the upcoming 2026-2027 school year. The Achievement Center emotional support placement was outlined at $300 per day for an initial 45-day placement. Out-of-district emotional support services were estimated at $39,500 per student, not including transportation or additional mainstreaming-related costs. Additional service rates include hearing and vision support at $5,575 annually (one hour per week), psychological services at $25,000 (one day per week), behavior analyst services at $90 per hour, occupational therapy at $64 per hour, and physical therapy at $80 per hour. Autism support services and related positions were also noted (funded through IDEA) with a total cost of $21,665.00.

Mr. Budd reviewed the UPMC Cole School Physicians proposal. Dr. Tronetti and his staff were commended for their ongoing support in providing student physical examinations and athletic medical coverage. Mr. Budd stated physicals are currently being scheduled, including spring dates and summer make-up opportunities, to ensure student eligibility for athletic participation. The fee structure was outlined as $25 per physical, $130 per home event, and $230 per away event. Mr. Budd noted that Dr. Tronetti consistently supports the district's

students by donations for equipment, apparel, and wellness opportunities.

Mr. Budd reviewed the district's credit recovery program, noting continued use of Penn Foster and rising costs, now $400 per course, which has reduced participation. An alternative option through Keystone School Online was presented at a lower cost. The proposed structure would follow prior summer school practices, allowing eligible students to complete a semester course, with final grades averaged accordingly, while students below 60% would complete a full-year course. Mr. Budd is seeking potential cost reductions from Penn Foster. If unsuccessful, a recommendation to transition to Keystone School Online, with Board reimbursement contingent upon successful completion, will be brought forward for approval at the next meeting.

NEW BUSINESS

Personnel

Approved Mr. Zachary Esch retroactively as the 2025-2026 Vocal Director for Dramatics. Motion: Mr. Stake; Second: Mr. Johnson. The motion passed.

Approved Mr. Andrew Krellner to work June 1, 2026 through June 5, 2026 for a daily rate of $315.17. Motion: Mr. Stake; Second: Mrs. Babcock. The motion passed.

Approved volunteers Alan Lovell, Charlie Buchanan, Rickie Bova, Chad Alexis, Cliff Fillhart, Kyle Bachman and Brandon Raymo to help with the 2026-2027 fall football season. Motion: Mrs. Babcock; Second: Mr. Stake. The motion was carried unanimously.

Approved Mr. Bradley Bostjancic as a professional employee, assigned as a full time High School Reading teacher, effective August 25, 2026 with a salary of $54,201 (Bachelors Step 4) and fringe benefits set in accordance with the Professional Agreement and district policy. Motion: Mr. Stake; Second: Mrs. Babcock. The motion was carried unanimously.

Finance

Mr. Moate stated our current agreement with JVB, regarding interest rates, is expiring on May 15th. Currently it is at 4% and is going to drop down to 3.5%. Mr. Moate stated given the market, this is still good and would fully support staying with JVB for the next 12 months.

Mr. Moate discussed a potential transfer to the capital reserve fund. He noted that $100,000 is typically budgeted annually for this transfer, but has not yet been completed this year. Approximately 70% of the current budget has been expended to date, with remaining obligations including summer salary payments. The district remains financially stable, and administration supports moving forward with the transfer to address upcoming projects.

Transportation

Approved Roland Amell retroactive to April 20, 2026 as a bus driver with Joseph Muccio, LLC for the 2025-2026 school year. Motion: Mr. Stake; Second: Mrs. Babcock. The motion passed.

Approved Noah Knauer as a bus driver with Joseph Muccio, LLC for the remainder of the

2025-2026 school year. Motion: Mr. Stake; Second: Mr. Johnson. The motion passed.

Curriculum

Mr. Ernst notified the board members that in their packets was a list of the 2026 seniors for review. He stated that graduation is contingent upon completion of graduate requirements.

Approved the 2025-2028 Comprehensive Plan. Motion: Mr. Stake; Second: Mr. Johnson. The motion passed.

Board

Mr. Budd discussed the 2026–2027 Board resolution to transfer Title I, II, and IV federal program funds to the IU9 for management. This includes contracting with the IU's federal programs coordinator, Kelly Davis, to oversee compliance and administration. It was noted that the district is currently in corrective action due to deficiencies in program documentation, although the fiscal component remains in good standing. Approximately $440,000 in Title funds are primarily allocated toward salaries and benefits, with limited funds for supplies and set-asides for specific populations. The transition is intended to improve compliance and address documentation requirements. The district anticipates further guidance from the state and will work toward full compliance within the expected timeline.

The board was notified that Ms. Jennifer Guncheon has met all the qualifications to comply with Section 1108 of the Pennsylvania School Code resulting in professional employee status granting her tenure.

Executive Session

The PASD Board of Directors entered into executive session at 9:12 pm for a discussion of personnel matters. Motion: Mr. Stake; Second: Mrs. Delacour. The motion passed unanimously.

Mr. Stake made a motion to exit the executive session. Mrs. Delacour seconded. The motion was carried unanimously. The executive session exited at 9:22 pm.

Adjournment

The PASD Board of Directors adjourned the meeting at 9:23 pm. Motion: Mr. Stake; Second: Mrs. Babcock. The motion passed.

Respectfully submitted,

Tiffany Plumstead
Secretary to the Board of School Directors

Next Scheduled Meeting

May 11, 2026 - Regular Meeting